# **NUTRITION PROGRAM ADVISORY COUNCIL**

## Wednesday, April 24, 2013

Larry Schraufnagel called the Nutrition Program Advisory Council meeting to order at 8:31 a.m.

#### Roll Call

Jan Duffy, Phillip Gohr, Donald Gunderson, Clem Hoelzel, Wayne Schmitz, Larry Schraufnagel

#### **Also Present**

Stephanie Levenhagen, Melanie Macdonald, Jackie Wendlandt

### Action on Minutes of the December 12, 2012, meeting

Clem Hoelzel motioned and Donald Gunderson seconded to approve the minutes of the December 12, 2012, Nutrition Program Advisory Council meeting. The motion carried.

#### Action on Minutes of the February 13, 2013, meeting

Donald Gunderson motioned and Phillip Gohr seconded to approve the minutes of the February 13, 2013, Nutrition Program Advisory Council meeting. The motion carried.

#### **Public Forum**

Clem Hoelzel mentioned that the Waupun Senior Dining Center now has Feil's Catering providing their meals. He noted that they serve one additional food item at the site which is funded by Fond du Lac County. Stephanie Levenhagen said that each additional item has an additional cost to the county. Brief discussion followed.

Wayne Schmitz stated that he attended the WASC (Wisconsin Association of Senior Centers) spring conference in Steven's Point on April 12. Discussion followed.

## Approval to close Fox Lake Dining Center on July 5, 2013

Clem Hoelzel motioned and Phillip Gohr seconded to recommend closure of the Fox Lake Dining Center for one day on July, 5 2013. The motion carried.

## **Bureau of Aging and Disability Resources Contribution Solicitation Practices Letter**

Stephanie reviewed the items as written in the *Contribution Solicitation Practices* letter (dated February 12, 2013, from Cindy Ofstead, Office on Aging) provided for members of the Nutrition Program Advisory Council. Discussion followed.

# **Review of 2013 Portion Requirements per the 2013 Bid Specifications**

Stephanie reviewed an excerpt from the *2013 Bid Specifications for Dodge County Human Services and Health Department Senior Dining Program* handout provided for members of the Nutrition Program Advisory Council. Brief discussion followed. Discussion followed.

# **Program Report and Program Statistics**

Stephanie reviewed the items as written in the *Nutrition Program Report*, the *Program Statistics*, and the *2012 Donation and Participant Averages* handouts provided for members of the Nutrition Program Advisory Council.

Stephanie reported that Evonne Koeppen from the Beaver Dam Senior Center asked that the meals be served each day at noon instead of at 11:30 a.m. Clem motioned and Wayne seconded to recommend changing the Beaver Dam meal time to noon each day. The motion carried.

# **Dining Center Reports**

There were no reports. Larry Schraufnagel requested that all committee members have their annual Dining Center Reports completed by the next meeting.

### **Next Meeting**

The next meeting of the Nutrition Program Advisory Council will be held on **Wednesday**, **June 12**, **2013**, at **8:30 a.m.** at **127 E. Oak St.** in **Room 4C** on the **fourth floor** of the Administration Building.

## **Adjournment**

Clem Hoelzel motioned and Wayne Schmitz seconded to adjourn this meeting of the Nutrition Program Advisory Council at 9:06 a.m. The motion carried.

Respectfully Submitted,

Clem Hoelzel, Secretary

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.